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*Letter 1 Information*

Chief, FBID

2 September 1960

Chief, Field Operations Staff, FBID

Notes for Letter of Information - August 1960

1. Bureaus are again reminded that they should indicate their coverage plans on messages reporting newly found broadcasts.
2. Whenever a field bureau finds itself temporarily without the services of a cruising monitor, editors and monitors should be particularly on the alert for announcements of frequency and program changes, new stations, etc. Such information should be forwarded to FOS/BIS immediately.
3. To supplement cruising reports on broadcast activities, field stations are requested to send tape recordings of noteworthy new programs or stations to BIS as soon as possible after intercept. Usually such recordings need not exceed 30 minutes in length. Recent examples of tapes which have proved very useful to FOS and other offices included programs of the new Radio Caribe, the opening program of the Tirana broadcast in English for second-generation Albanians in the United States, and a sample of the retimed Peking Uighur program. Whenever possible, such recordings should include tuning signals, station announcements, and other identification procedures.
4. During September simultaneous monitoring surveys will be conducted at the Key West and Panama Posts and the East and West Coast



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Bureaus to determine possibilities for expansion and reallocation of Latin American coverage, as well as the general reception potential of the Key West Post. [ ] of the Field Operations Staff has been detailed to conduct the survey at Key West.

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5. The Panama Post was authorized to retain the temporary contract teletypist for an indefinite period, enabling the Post to utilize the services of the regular teletypist as a Spanish monitor.

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